

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

SUPERVISOR, INTEGRATED CARE OPERATIONS

Role Title: Program Administration Specialist II

Pay Band 5, Level II Hiring Range: \$43,892 – \$80,000

Position #: 00833

Closing Date: December 18, 2017

Integrated Care Division seeks healthcare professional to supervise and direct all performance monitoring and quality improvement activities of the Commonwealth Coordinated Care Plus (CCC Plus) program. This position is responsible for monitoring of all health plan quality activities; overseeing the operations of the external quality review contract; assisting staff in completing all assigned and required duties; and, working closely on a daily basis with the manager and data analysts to ensure high-quality program operations. Applicants must have comprehensive knowledge of health care quality strategies quality measure development, endorsed quality measures such as HEDIS and considerable professional level experience in a health care operations environment. This position is also responsible for assisting staff and working with data analysts to ensure high quality program operations. Requires knowledge of health care policies, procedures and services. Must have knowledge of supervisory principles and practices with proven ability to supervise professional support staff. Requires experience with quantitative/qualitative analytical techniques, research methodologies, and quality monitoring. Must have demonstrated ability to manage multiple projects; conduct research, analyze data and reach logical conclusions. Requires demonstrated ability to conduct presentations and training, and communicate in a clear and effective manner with diverse groups. Must be proficient using the PC and office-related application software. Degree from accredited college or university with major course work in public health, business or health administration preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS **by 11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA